



AUGUSTINO S ASHAM, MSc A&F

Mapinga-Bagamoyo ■ Phone: +255 686 690 00/ 748 718 688
Membership NBAA, Reg No, 12602, Driving Licence-400005246
Email: ashamtino@gmail.com / tasham10@yahoo.com

Career Goal: Accounting Manager / Sr. Accountant / Financial Analyst

Dedicated MSc A&F with Ten years of experience developing and implementing financial systems, strategies, processes and controls that significantly improve P&L scenarios. Expert in establishing accounting functions, systems and best practices; cost-reduction, automation and tax strategies; and lasting business relationships to ensure goal-surpassing fiscal performance.

Education

Certified Public Accountant, Final stage. Continues

MZUMBE UNIVERSITY-DAR ES SALAAM CAMPUS,

- **Master of Science in Accounting and Finance** 2009 to 2011

TANZANIA INSTITUTE OF ACCOUNTANCY

- **Advanced Diploma in Accountancy** 2002 to 2005

PUGU HIGH SCHOOL

1998 to 2000

- Advance Certificate of Secondary Education

AZANIA SECONDARY SCHOOL

1993 to 1997

- Certificate of Secondary Education

Experience

MANCHINCHI MARINE MOVERS LTD

Finance and Administration Manager

1st April 2017 to 30th April 2022

Recruited as a Finance and Administrative manager to manage financial and administration teams to achieve company financial goals and develop the overall corporate financial goals and objectives.

Key Results

- Oversee preparation of financial records related to general ledger, payroll, budget and expenses.

- Assist in account receivable and payables activities
- Maintain accurate bank records of cash withdrawals and deposits
- Follow standard accounting process for financial analysis and reporting activities
- Assist in developing and managing budgeting system
- Evaluate existing accounting system and recommend improvements if required
- Perform accounts reconciliation and generate financial reports
- Identify and resolve invoicing issues, accounting discrepancies and other financial related problems
- Manage all clients' accounts for payment settlements

KISMA TRANSPORT COMPANY

1st Febr 2016 to Mar 2017

Senior Accountant,

Recruited as a senior accountant position to direct accounting functions for a growing transportation company. Supervise three accountants and oversee financial analysis, financial audits, General Ledger, Account Receivables, Account Payables and fixed-asset accounting in accordance with GAAP standards. Develop and manage external financial relationships (e.g., banks, insurers, auditors) and constantly look for ways to strengthen overall financial performance.

Key results:

- Built a finely tuned accounting department, fostering a collaborative environment that improved productivity, individual accountability and team morale.
- Management, preparation and maintenance of a variety of financial records and reports, including those related to the general ledger, accounts payable, accounts receivable, payroll, budgets and fixed assets; ensures the purchasing of materials, supplies and equipment are conducted in accordance with company policies and procedures.
- Implementation and monitoring of financial policies, procedures and systems for effective and efficient financial management within the company and ensuring Company compliance with the, Tanzania governing legislation and International Financial Reporting Standard (IFRS)
- Preparation and submission of monthly financial statements (including expenses, receivable and payables); for each department and report to CEO
- Ensure timely submission of expense reports, and bank reconciliation.

- Provide professional and technical advice and recommendations on accounting standards, policies and procedures.
 - Interact with internal & external auditors in completing audits.
 - Responsible to maintain high level of confidentiality in any company's transactions.
 - Ensure that supplier's invoices get all the required attention and updated to the system as soon as they are received.
 - Preparation of statutory return e.g.: SDL, VAT, PAYE, NSSF, City service Levy, Provisional return etc.
 - Any other duties as assigned by Director of Finance
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SECURITY GROUP AFRICA (T) LTD — Mbeya

Jan 2014 to Jan 2016

Branch Accountant

Performed A/P, A/R functions for this Security services, including purchase order entry and inventory accounting. Processed monthly accruals; prepared checks, documentation and reconciled bank statements.

Key results:

- Introduced business process improvements that enhanced A/P functions, established common vendor files, eliminated duplication and reduced monthly processing time by 20%.
- Prepare, examine, and analyze accounting records, financial statements, and other financial reports to assess accuracy, completeness, and conformance to reporting and procedural standards.
- Compute taxes owed and prepare tax returns, ensuring compliance with payment, reporting and other tax requirements.
- Analyze business operations, trends, costs, revenues, financial commitments, and obligations, to project future revenues and expenses or to provide advice.
- Report to management regarding the finance establishment.
- Develop, maintain, and analyze budgets, preparing periodic reports that compare budgeted costs to actual costs.
- Advise departments concerning allocation of funds, assignment of accounting codes various other related financial activities

- Maintain assigned payroll records; compiling monthly or quarterly reports
- Coordinate activities with internal and/or external auditors; releasing of the appropriate records information

SECURITY GROUP AFRICA (T) LTD-Dar es Salaam

March 2013 to Dec 2013

Ag Credit Control Manager. Promoted as Ag. Credit control manager to supervise the department on all issues concerned credit sales.

Key results:

- Properly motivated the credit and collections staff.
- Measured department performance with appropriate metrics.
- Provided for ongoing training of the credit staff.
- Managed relations with the sales department.
- Maintained the corporate credit policy.
- Recommended changes in the credit policy to senior management.
- Created a credit scoring model.
- Managed customer credit files.
- Personally visited the largest customers to establish relations.(e.g NMB,NBC CRDB and others)
- Monitored periodic credit reviews.
- Monitored deductions being taken by customer.(E.g 5% Withholding Tax)
- Developed close working relationships with all clients and their customers to ensure they are also happy to work with us.
- Managed sales ledgers by chasing and collecting outstanding invoice payments from customers
- Prepared and sent out statements, telephoned customers, collected payments and maintained professional and detailed accounts of transactions.

SECURITY GROUP AFRICA (T) LTD- Dar es Salaam

Jan 2007 to Dec 2012

Assistant Accountant Performed various tasks especially on issues concerning accounting matters

Key results:

- I dealt with the weekly payments 80 suppliers
- Fortnightly staff Expenses
- Monitoring fuel expenses of the company
- Worked successfully with lead 3 junior accountants in completed two quarter end close procedures in extreme deadlines.

CONFERENCE& WORKSHOPS- Training Workshop on IQA Refresher held at Security Group (T) Ltd, and covered the following area

- Definition and Purpose
- Objective of Audit
- Area covered by Audits
- Types of Audit
- Planning of Audit
- Execution of Audit
- Roles of Auditors
- Traits of Auditors
- Audit Reports
- Audit Compilation

REFERENCES:

Mathern M Mhelela (Mr.)

Principal Customs Officer
Tanzania Revenue Authority
P.O.Box 10454
Dar es Salaam.
Mobile:+255 768297009
E-mail: mmhelela@gmail.com

David Moshi (Mr)

Finance Manager
DSM Corridor Group
P.o. Box – Dar-es-Salaam,
Phone: +255(0) 713 414 425
E-mail: david.moshi@dsmcorridor.com